



**CITY OF SAN DIEGO
EMPLOYMENT OPPORTUNITY
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**#T2739 PLUMBER
MONTHLY SALARY: \$3938 to \$4727, effective 07-01-07**

APPLICATION FILING PERIOD: FIRST DATE: June 29, 2007

LAST DATE: August 3, 2007

Applications received later than 5:00 p.m. on the last date of this application filing period will be rejected. **PROMPT APPLICATION IS ENCOURAGED.** **Immediate vacancies may be filled when sufficient applicants have been processed.** Later applicants will be eligible for employment consideration as future positions MAY become available.

HOW TO APPLY: You must complete a **STANDARD EMPLOYMENT APPLICATION** for this position by responding to **all** questions and submitting the completed application to the City of San Diego Personnel Department. You may complete/submit a hard copy (paper) application **or** an online application via the internet. Please read the following instructions for each method of submission.

HARD COPY (Paper Submission)

1. You must also submit a completed DATA ENTRY FORM.
2. To show proof of any required degrees, certificates, licenses, etc. you must attach a copy of the documents to your application.

ONLINE (Internet Submission)

1. Do **NOT** complete /submit a Data Entry Form. The information will be automatically added to your file.
2. To show proof of any required degrees, certificates, licenses, etc. you must submit a copy of the documents in person **or** FAX / MAIL them to the Personnel Department **with the cover sheet** provided during your online session. Follow the instructions on the cover sheet.

SUPPLEMENTAL QUESTIONS You **must** list your responses to the following numbered questions in **Section 4 of the Standard Employment Application or your application will be rejected.** Read the directions carefully to ensure instructions are followed correctly. Write "NONE" for each question where you do not have any experience in a specific area.

1. Indicate if you are meeting the requirements for this position by successfully completing an accredited four or five-year Plumber Apprenticeship Program. Proof of apprenticeship completion must be submitted to the Personnel Department or your application will be rejected.
2. Indicate if you are meeting the requirements for this position with four years of full-time journey-level experience as a Plumber in two of the following facilities: Residential, Commercial, Industrial, or Government Agency. Specify at which employer (A, B, C, etc.) this experience was gained.
3. Describe your journey-level plumbing experience installing, replacing, maintaining and repairing pipes for water, wastewater, sewerage, gas or related lines. Include the types of piping systems (e.g. potable water, soil, natural gas-line, wastewater, sewerage, etc.) on which you have worked and the types of piping materials (cast iron, PVC, galvanizes, ABS, brass, copper, etc.) you have worked with. Specify at which employer (A, B, C, etc.) this experience was gained.
4. Describe your journey-level plumbing experience installing, replacing, maintaining and repairing plumbing fixtures. Include the types of plumbing fixtures (e.g. sinks, toilets, boilers, urinals, showers, drinking fountains, etc.) on which you have worked. Specify at which employer (A, B, C, etc.) this experience was gained.
5. Describe your journey-level plumbing experience inspecting and repairing water heaters. Include the types (e.g. gas, solar, electric) of water heaters on which you have worked and specify at which employer (A, B, C, etc.) this experience was gained.
6. Describe your journey-level plumbing experience installing, replacing, maintaining and repairing pumps and valves. Include the types (e.g. circulatory pumps, backflow devices, bailey valves, pressure release devices, clay valves, etc.) of pumps and valves with which you have worked and specify at which employer (A, B, C, etc.) this experience was gained.
7. Describe your journey-level plumbing experience using drain-cleaning equipment and acids to clear sewer stoppages and back-flushing water systems for government agencies, residential, commercial or industrial facilities. Specify at which employer (A, B, C, etc.) this experience was gained.
8. Describe your journey-level plumbing experience estimating material and labor costs. Specify at which employer (A, B, C, etc.) this experience was gained.

THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT • "WORKING HARD TO KEEP SAN DIEGO WORKING"

The City of San Diego has an active Equal Opportunity Program and vigorously supports workplace diversity. Applicants with disabilities who require testing accommodations may call (619) 236-6358. To obtain this information in alternative formats, persons with disabilities may call (619) 236-6467 or for TT (619) 236-6776.

9. Describe your experience leading/supervising the work of apprentices or other assigned personnel. Specify at which employer (A, B, C, etc.) this experience was gained.
10. Describe your data entry skills. Specify the types of computer software/programs with which you are familiar and indicate your skill level (e.g. none, moderate, extensive).
11. Do you possess a valid California Class C Driver's License?

REQUIREMENTS: You must meet one of the following requirements on the date you apply.

1. Successful completion of an accredited four or five-year Plumber apprenticeship program.
- OR-**
2. Four years of full-time journey-level plumbing experience in at least two of the following types of facilities: commercial; industrial; residential; or government agencies. **Qualifying journey-level plumber experience must be in one of the following areas.**
 - a. Installing, replacing, maintaining and repairing pipes for water, wastewater, sewerage, gas or other related lines.
 - b. Installing, replacing, maintaining and repairing plumbing fixtures.
 - c. Installing, replacing, maintaining and repairing pumps and valves.

NOTES:

1. An equivalent combination of the above experience and apprenticeship training may be considered as qualifying. The Personnel Department will determine which equivalencies are sufficient to fulfill the job requirements.
2. These positions may be required to work overtime or unusual shifts for which a 5% additional salary is paid.
3. These positions must pass a yearly physical in order to meet respiratory fitness for confined spaces.
4. Some positions may require Hazardous Material and C.P.R. certification.

LICENSE: A valid California Class C Driver's License **is required at the time of hire.**

DUTIES: Plumbers install, replace, maintain and repair pipes for water, wastewater, sewerage, gas and other lines; install, replace, maintain and repair plumbing fixtures and pumps and valves; inspect and repair water heaters; estimate material and labor costs; provide and enter data for records, timecards, repair forms, materials and summary of work into computer system; train and lead the work of apprentices and other assigned personnel; and perform other related duties as assigned.

THE SCREENING PROCESS will consist of a comprehensive evaluation of the **Standard Employment Application** for applicable education, experience, and/or training. Only those applicants that clearly demonstrate meeting the requirements specified above will be placed on the eligible list. Approved applications will be made available to the hiring department(s) for review.

ELIGIBLE LIST: Candidates who are successful in the screening process described above will be placed on a **one category** eligible list which will be used to fill position vacancies during the next **one year**. For each vacancy, only those candidates with the most appropriate qualifications will be contacted by the hiring department for an interview.

PRE-EMPLOYMENT REQUIREMENTS: Any employment offer is **conditional** pending the results of all pre-employment screening processes required for the job, which may include but are not limited to the following: confirmation of citizenship/legal right to work in the United States; completion of a pre-employment medical review/exam (which may include drug/alcohol testing); reference checks; and a fingerprint check. The fingerprints will be submitted to the California Department of Justice for a conviction record report. All of these processes must be successfully completed before employment begins. **Note:** Misrepresentation, falsification, or omission of pertinent facts in any step of the screening/selection process may be cause for disqualification or termination of employment.

APPLICANT INFORMATION

APPLICATION INFORMATION

Application materials must be received at the Employment Information Center NO LATER THAN 5:00 P.M. ON THE FINAL FILING DATE. Postmarks as proof of meeting the final filing date are not accepted. If you are returning your application via the U.S. Postal Service, you should use "Certified Mail-Return Receipt Requested" to provide verification of timely delivery. Do not send applications via interoffice mail.

1. Starting salaries will be determined by the hiring department.
2. The hiring department with a vacancy will contact and interview eligible candidates as needed. All candidates may not be contacted. The final selection and offer of employment is made by the hiring department, not the Personnel Department.
3. Unless otherwise stated, relevant experience may be substituted for education.
4. Eligible lists may be used on a periodic basis. As such, lists may not be used for several months. Eligible lists may be extended by the Civil Service Commission.
5. Examination requirements and processes may be revised.
6. Experience, education, and all other information provided by an applicant orally or in writing are subject to verification.

FALSIFICATION: Any misrepresentations or false statements during or after the employment process may be cause for disqualification or dismissal from employment.

GENERAL REQUIREMENTS

Requirements must be met at time of application unless otherwise stated.

The minimum age for most full-time employment is 18, unless you are 17 and a high school graduate. You must have the legal right to work in the U.S. or have U.S. citizenship. Persons hired must present acceptable proof of identity and the legal right to work in the United States and the authenticity of the documents must be verified before starting work. After hire, you will be required to sign a loyalty oath and may be required to live in San Diego County.

A CITY MEDICAL EXAMINATION including drug screening and documentation of medical history may be conducted following a conditional offer of employment or promotion. Medical condition must enable the applicant to perform the essential duties of the position.

The City of San Diego is committed to a drug and alcohol free workplace.

THE CITY OF SAN DIEGO SUPPORTS WORKPLACE DIVERSITY and does not discriminate on the basis of race, sex, age, ancestry, national origin, political/religious affiliation, sexual orientation, AIDS or HIV status, cancer, or non-job related physical/mental disability. The City is committed to making its jobs, programs, and services accessible to all persons and complies with all ADA non-discrimination requirements in its employment practices.

A CONVICTION RECORD FORM must be submitted before hire. On it you must list all criminal convictions you have had. A criminal record is not necessarily a basis for disqualification from City employment. Each applicant's conviction record will be evaluated on a case by case basis considering the type and seriousness of the crime, how much time has elapsed, and the nature of the job.

EMPLOYEE BENEFITS

City Employees may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, and other benefits.

Benefits may change due to employer-employee contract negotiations.

REQUIREMENTS FOR PROMOTIONAL EXAMINATIONS

1. Current City employment, or currently on a Re-employment List or Leave of Absence.
2. Six months of continuous City employment in the Classified Service immediately prior to the application closing date or, if no closing date is specified, by date of application filing (exceptions: Persons recently hired from Re-employment Lists, and employees in the Unclassified Service if the employee has six months in the Classified Service with no break in service, prior to becoming an Unclassified employee).
3. Most recent performance evaluation in your current City classification must be other than "Unsatisfactory".

The provisions of this bulletin do not constitute an expressed or implied contract.

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